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April 24, 2024

Brian Simmert  
Land Resources and Environment  
Planning and Zoning Manager  
Sauk County  
505 Broadway  
Baraboo, WI 53913

SUBJECT: Civil Engineering Services Agreement  
Sauk County Land Resources and Environment Department

Dear Mr. Simmert:

We are very pleased to provide you with this proposal for professional services. When accepted, this proposal will become the basis of the Agreement between Graef-USA Inc. (GRAEF) and Sauk County (Client).

This proposal is for Civil Engineering Services for the Sauk County, Wisconsin Land Resources and Environment Department (Project) as detailed in the Client's Request For Proposals dated March 14, 2024. It is subject to GRAEF's Standard Terms and Conditions, a copy of which is attached and incorporated by reference.

It is our understanding that the nature of the Project is to provide a variety of engineering services required by the Land Resources and Environment Department and to assist county staff of said department as needed.

For this Project, GRAEF proposes to provide the following Basic Services as directed by the Planning and Zoning Manager:

- Review plans and specifications for construction and conservation projects
- Review stormwater and erosion control plans
- Evaluate manure storage facilities
- Conduct as-built inspections
- Attend project-related meetings
- Other engineering services, as requested

This Agreement is a multi-year contract. The base contract is two (2) years with an automatic renewal option for two (2) additional years, for a total of four (4) years. Year 1 commences on the date of the contract approval by the Sauk County Board of Supervisors. Upon termination of this Agreement, the Client shall pay all undisputed amounts within forty-five (45) days after the date of termination.

From time to time, the Client may develop and release a Request for Proposals or Request for Qualifications for projects that will require the services of a civil engineer. This Agreement in no way excludes GRAEF from submitting, and possibly winning, the contract(s) for said work.



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GRAEF will endeavor to perform the Basic Services in accordance with a mutually agreed-upon schedule.

It is our understanding that you will provide the following services, items and/or information:

- Direction and schedule for services requested

You agree to compensate GRAEF for all Basic Services noted above on an hourly rate per the attached table and direct expense basis. Hourly rates will be adjusted annually.

Direct Expenses will be billed in accordance with our **Agreement** and are in addition to the fee quoted above.

You agree to compensate GRAEF for any Additional Services on an hourly rate and direct expense basis.

Where the Client's Terms and Conditions that were included in the Request For Proposals dated March 14, 2024 are in direct conflict with GRAEF's Terms and Conditions, the Client's Terms and Conditions shall govern.


To accept this proposal, please provide us with your standard authorization accepting the scope and fee of this proposal. Upon written authorization GRAEF will commence work on the Project.

We look forward to working with you on this important project. Please call us at 608-245-1962 if you have any questions regarding this proposal.

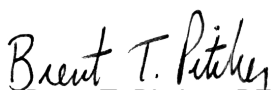
Sincerely,

**Graef-USA Inc.**

Accepted by:  
**Sauk County**

  
Amy A. Larson, PE  
Associate

\_\_\_\_\_  
(Signature)

  
Brent T. Pitcher, PE  
Vice President

\_\_\_\_\_  
(Name Printed)

\_\_\_\_\_  
(Title)



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(Date)

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